

Compass:

Colorado's On-line Cultural Resource Database

DIRECTIONS

DRAFT - August 19, 2002

COLORADO HISTORICAL SOCIETY - OFFICE OF ARCHAEOLOGY AND HISTORIC PRESERVATION

1300 Broadway Denver, CO 80203
303-866-3395 Compass@chs.state.co.us

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I. Introduction

The Colorado Office of Archaeology and Historic Preservation (OAHP) is pleased to announce the availability of a new on-line cultural resource database: Compass. This system was developed with a grant from the State Historical Fund and represents a three-year effort to provide qualified individuals with access to many of the fields currently available from the main OAHP database. The information stored in Compass allows the user to perform searches based on locational parameters in addition to site attribute and management criteria.

Summarized below are several important points of interest to potential Compass users:

1. Compass Directions: It is strongly advised that the user read this document, but specifically *Section IV: General Information for Using Compass*, before they use the system. Help for specific resource types are available on the five main search screens.
2. Restricted Access: Only qualified users have access to Compass (Appendix I). Criteria for access are based on the *Dissemination of Information - Access to Site Files: Policy/Procedures* :1991 (Appendix II). User applications will be reviewed in accordance with the policy, and registration privileges may be limited to partial access. Parts of the system will be available to the public at some time in the near future but other information, including the location of archaeological and paleontological sites, will always be restricted.
3. Data Limitations and Corrections: The data available through Compass is not complete, may be inaccurate, and will be changed as new information arrives. We expect problems with the data. These problems may be the result of mistakes on site forms, incomplete or inaccurate encoding of the information into the database, and/or missing data. We will make every attempt to correct the problems as soon as possible. Please let us know when you discover problems by notifying us via e-mail: Compass@chs.state.co.us.
4. OAHP Database - SITE.FILES: Compass does not replace the main OAHP database, SITE.FILES, at the Colorado Historical Society. Compass is a sub-set of SITE.FILES with its primary emphasis on sites as opposed to documents or projects. SITE.FILES, which contains hundreds of fields not included in Compass, will continue to be maintained and accessed as it has been in the past.
5. System Expectations: The system is designed to respond to 80% of the questions 80% of the time. It is not designed to answer all the questions that SITE.FILES can and the data cannot be downloaded. If you are unable to obtain the information you need from Compass, or if you wish to have data in a digital format, please contact Mary Sullivan at OAHP (mary.sullivan@chs.state.co.us).
6. Pull-down List Terms: The terms used in the pull down lists are a condensed reflection of those used in SITE.FILES. The terms in SITE.FILES represent the observations of thousands of people over 70 years and the terms they used to describe those observations. In some lists, over 5,000 terms were collapsed into less than 30. In

many cases, particularly with artifacts and features, there was no attempt to establish a logical classification system based on all-encompassing and mutually exclusive terms. Our goal was to find as few terms as possible that would be familiar to most users and could include most of the functional and descriptive terms used by recorders throughout the years.

7. Updating the Data: The data in Compass will be updated monthly by exporting newly encoded data from SITE.FILES. Site forms are generally entered into SITE.FILES within eight months of being received; documents within six months. Documentation concerning newly listed National and State Register properties will be scanned and available through Compass shortly after their formal listing.
8. User Tracking: Use of Compass is monitored through various tracking procedures. Tracking includes identification of the user, duration of the visit, and record of searches performed and information accessed. This information is used for system assessment and security purposes.
9. Images: Two types of images are currently available through Compass: images of documentation related to National and State Register properties and selected photographic images from slides and prints in the OAHP collection. A camera icon will appear next to the site number on the search results screen if images are available for that site.
10. Future Enhancements: Future plans include the addition of more photographic images, more site form images, and a GIS link. Additional information on documents and more site attribute fields are also being considered. Your suggestions are welcome via e-mail at Compass@chs.state.co.us.

Compass is made possible through the efforts of numerous people over many years. Perhaps foremost among these are the thousands of people who have contributed archaeological, architectural, and paleontological information. To these people we extend our heartfelt thanks.

The system was designed with the very able and creative skills of Randy Palmer and Chris Schreiner of Systems Engineering Services of Denver. Randy and Chris exhibited amazing insight and patience and it is because of their efforts that the product greatly exceeds expectations.

This project would not be possible without the generous financial support by the State Historical Fund and the Historic Preservation Fund.

II. Background Information

Office of Archaeology and Historic Preservation (OAHP)

The mission of the Office of Archaeology and Historic Preservation (OAHP) is to help individuals, communities, and organizations identify and protect the State's archaeological and architectural resources and to foster widespread appreciation for Colorado's cultural heritage. The office is a division of the Colorado Historical Society and is located on the third floor of the Colorado History Museum (1300 Broadway in Denver). For additional information please refer to our Web page: www.coloradohistory-oahp.org.

Information Management Unit

The Information Management Unit is one of five units in OAHP and has the primary responsibility for the creation and maintenance of Compass. The mission of the Information Management Unit is to provide archaeological and architectural information for planning, research, and educational purposes. The represents extensive field, laboratory and archival research by a wide variety of governmental agencies, educational institutions, preservation organizations and the general public. The majority of the information is the result of projects done under Section 106 of the National Historic Preservation Act, although projects conducted through the Certified Local Government program and the State Historic Fund have also provided a wealth of information.

Over 5,000 requests for information from the database are received each year. These requests primarily come from professionals in the fields of archaeology and history, but researchers, students, and planners also use the information. Before Compass only OAHP staff had access to the entire database.

Cultural Resource Records

Four major categories of information are housed at OAHP:

1. Documents: Approximately 23,000 reports are housed in the OAHP library. This collection consists of survey, excavation, and synthesis reports concerning cultural resource identification and analysis in the state. As with the cultural resource forms, there is a tremendous amount of variation in these reports. Many are five to ten page documents concerning well pad or timber sale surveys, whereas others are multi-volume documents concerning large dam or land acquisition projects. OAHP receives approximately 700 documents each year.
2. Forms: The approximately 130,000 cultural resource forms, representing sites, properties, structures, objects, and isolated finds, form the backbone of the OAHP database. These forms provide information that has been collected throughout the state and include documentation for approximately 1,500 State and National Register properties. Information concerning a particular resource can range from a few words to a several page document providing descriptive, locational, historical, and management details. OAHP receives approximately 6,000 site forms each year.
3. Photographs: OAHP maintains an extensive collection of photographic slides and negatives, in addition to the numerous prints stored with the cultural resource forms. The collection consists of approximately 6,000 slides and 3,500 negatives.

4. Maps and Drawings: Several thousand maps and architectural drawings are on file at OAHP. Many are topographic maps indicating the location of individual cultural resources and cultural resource surveys. The oversized drawings are generally detailed blueprints of building plans and systems.

OAHP Database (SITE.FILES)

The OAHP Database is a tool to organize, manipulate, and store cultural resource data. Its primary function is to present data in a quick and efficient manner and, when necessary, to lead individuals to sources of additional information. Since 1985, the OAHP database operates on the SITE.FILES software created by Questor Systems of Torrance, California. It is a proprietary format, linked database, operating on UNIX (a Pick look-alike) that uses UniVerse as the Database Management System. Most of the 130,000 digital site records have between 75 and 100 fields, including information on site attributes, management, and location.

The computer stores and retrieves various types of information in a series of interlocking files. The primary fields contain data concerning projects, surveys, National Register districts, and individual cultural resources. Numerous other fields provide additional data such as specific site attributes, location, and management recommendations. The data can be manipulated in various ways to provide information concerning a particular resource (e.g. the Molly Brown House or the Lindenmeier site), a specific geographical region (e.g.. resources at a legal location, along a city block, in a UTM polygon, or within a national park), or a particular site type or attribute (e.g.. properties with a porch or archaeological sites with Folsom projectile points).

Staff enters data into the existing system on a daily basis. The information is checked against other information from the project and against other relevant existing data. Depending on staff time, information from site forms is generally entered into SITE.FILES within eight months and documents are entered within six months.

III. General Information Concerning Compass

Project History

During the summer of 1998 OAHP staff conducted a survey of SITE.FILE users. Surveys were mailed to people who had used SITE.FILES in the previous 18 months (January 1997 through June 1998) and to consultants and agency cultural resource personnel listed in the *Directory of Cultural Resource Management Agencies, Consultants, and Personnel for Colorado*. The purpose of the survey was to assess the current use of the database and to solicit suggestions for future enhancements. Approximately 24% (77) of the 326 surveys were returned.

Although many questions were included in the survey, a few in particular served as guideposts for the Compass project. Approximately 81% of the respondents noted a preference to receive cultural resource (file search) information from the Internet. The users clearly identified the most useful data fields with a reliance primarily on site data, followed by document data and lastly project data. The structure of Compass reflects the respondent's preference.

Because of the complexity of both the format and information stored in SITE.FILES, and the proprietary nature of the software, it is not logical or feasible to provide public access to this system. Therefore, a companion system needed to be created to allow for public access to some of the data stored in SITE.FILES. In September 1998, the State Historical Fund awarded a grant to support the creation of Compass. Due to various technological and logistical restraints the project did not begin until the summer of 2001. At that time a Request for Proposals (RFP) was released to several state-approved computer service companies. Based on responses to the RFP, Systems Engineering Services, Inc. was selected and work began in September of 2001. Limited testing began in January 2002, with revisions based on that testing completed in March 2002.

Future plans include the addition of more photographic images, more site form images, and a GIS link. Additional information on documents and more site attribute fields are also being considered. Your suggestions are welcome via e-mail at Compass@chs.state.co.us.

Expected Use

The Compass system is designed for eventual use by both the professional community and the general public. Qualified individuals working in historic preservation may use the system to perform file searches for project-specific information, as well as broader searches in response to research or planning needs. Please see Appendix I for user applications and agreements.

Currently the system is not available to the general public. It is anticipated that, after an initial trial period and following extensive consultation with various land holding agencies, limited access to the general public will be available. Some information, including the location of archaeological and paleontological sites, will always be restricted.

Information from Compass may be used in lieu of the standard file search that in the past has been done through OAHP. It is the responsibility of the user to be aware of all previous cultural resource work in their project area and to performing adequate searches on Compass to fulfil that responsibility.

System Limitations

The data available through Compass is not complete, may be inaccurate, and will change as new information becomes available. We expect problems with the data. These problems may be the result of mistakes on site forms, incomplete or inaccurate encoding of the information into the database, and/or missing data. We will make every attempt to correct the problems as soon as possible. Please let us know when you discover problems by notifying us via e-mail at Compass@chs.state.co.us.

The goal of Compass is to respond to the most frequently asked questions as defined by the 1998 user survey. Because Compass is a sub-set of SITE.FILES, many of the fields contained in SITE.FILES are not available through Compass. If the Compass system does not provide the information you need please contact us and we will be happy to work with you to get you the information.

The primary difference between the information available through the two systems pertains to the amount of management/project tracking information and the complexity in the site description terms. The management data are primarily a result of project tracking within OAHP and is generally of little interest to the outside user.

The descriptive terms (artifacts, features, architectural detail, etc.) in SITE.FILES number in the thousands and reflect the exact terms used on the cultural resource forms. The terms do not constitute a logical classification system, but rather the specific needs and perspectives of thousands of site recorders over 70 years. During the development of Compass these terms were greatly condensed into manageable pull-down lists. SITE.FILES continues to store the detailed terms and descriptions and will be maintained as such.

Due to security concerns and to encourage users to obtain current information, Compass information can be viewed and printed but not downloaded. Please contact us if you need information in a digital format.

IV. General Information for Using Compass

Access and Logging on

Only qualified users have access to Compass. Criteria for access are based on the *Dissemination of Information - Access to Site Files: Policy/Procedures* :1991 (Appendix II). User applications will be reviewed in accordance with the policy, and registration privileges may be limited to partial access. Parts of the system will be available to the public at some time in the near future but other information, including the location of archaeological and paleontological sites, will always be restricted. Please see Appendix I for the appropriate application forms.

Use of Compass is monitored through various tracking devices and procedures. Tracking includes identification of the user, duration of the visit, and record of searches performed and information accessed. Tracking of this information is used for system assessment and security purposes. If the user has a firewall that blocks the use of cookies they may have problems logging-on and may need to adjust the settings on their security system.

Screen Arrangement

The following is a general description of the screens as they appear on Compass:

COMPASS WELCOME SCREEN

This is the first screen the user accesses when they view the Compass web site. A login ID and password are required to proceed beyond this page.

USER WELCOME SCREEN

This screen provides the user with very general instructions, navigational explanations and links to further information. The user may begin their search on this screen by selecting the resource type from the list at the top of the screen. See Resource Type Search Options below.

SEARCH REQUEST SCREEN

One of five possible SEARCH REQUEST screens will appear depending on the type of search selection made on the User Welcome screen. The user enters the search criteria on this screen as the parameters of their search request. Search criteria options differ for each resource type.

SEARCH RESULT SCREEN

This displays the results of the search defined on the SEARCH REQUEST screen. If results were found, a list will appear with the Site ID (Smithsonian trinomial number), Site Name, and Site Assessment. A camera icon will appear to the left of the Site ID if images are available for that site. The navigational buttons at the top of the SEARCH RESULT screen allow the user to negotiate through the list of results. Selecting the *View* button next to a Site ID will display the record for that particular site.

SITE DETAIL SCREEN

This provides information concerning individual sites.

IMAGES

View buttons will appear in the *Images* box on the right side of SITE DETAIL screen if images for the site are available. Two primary categories of images are available.

1. *Additional Information* images include an image of a form noting that not all information from this site was scanned and posted on Compass. OAHP was not able to scan copyrighted materials (newspaper, magazine, and book excerpts, etc.) or some restricted materials. Most of these materials are available for viewing at OAHP.

2. Site Info / Nomination / Images

THIS PORTION OF THIS DOCUMENT IS BEING MODIFIED

Resource Type Search Options

There are five resource type search options available through Compass. Four of these are based on specific resource types: *Prehistoric Archaeology*, *Historical Archaeology*, *Architectural*, and *Paleontological*. The fifth search option, *All Sites*, combines the four resource types into one search so that all sites show up under the specified search criteria regardless of their assigned resource type. Individuals may qualify for access to one or any combination of the search options.

Search Information

1 Screen Navigation and Result Display

- a. Entering Data: Selecting the *Search* button at the top of each screen, or simply hitting the *Return* key on your keyboard will begin the search
 - b. Navigating Buttons: Four options for moving around lists are available at the top of each SEARCH RESULT screen. Please refer to the USER WELCOME screen for information concerning the function of the navigational buttons.
 - c. Display: The *Display* option at the upper left corner of the SEARCH REQUEST screen allows the user to decide how many search results to display at one time.
 - d. Sort By: This option determines how search results will be sorted. The user has the option to choose *Site ID* (Smithsonian trinomial) or *Site Name*.
 - e. Clear All Criteria: The user can clear the search criteria field by field (and retain some of the criteria), or use the *Clear All Criteria* button at the upper right and start a new search.
2. The user may search by one or any combination of the fields on each SEARCH REQUEST screen.
 3. If a search field is left blank the system will select all possible options for that field.
 4. The search is only as good as the data behind it. Sometimes the data in Compass is fairly creative. The site recorder may not have used the same terms or the same definitions of those terms that the Compass user might use. Try searching several combinations of fields to get the most complete results

5. When starting a new search be sure to clear all fields or the criteria used in your previous search will become a criteria in the current search. You may do this by individually clearing each field, or by selecting the *Clear All Criteria* button at the top right of the screen.
6. Searches may bring up multicomponent sites with an unexpected component that met your criteria. For example, a search on *hearth* on the *Prehistoric Archaeology* resource type will return all prehistoric sites with hearths even if that hearth is associated with the historic component of that site.
7. It is strongly recommended that the combined *All Sites* screen be used whenever possible because resources may not be consistently under a specific resource type. For instance, remains of mining activities may be listed under *Architectural*, *Historical Archaeology*, or both. Similarly, early historic or protohistoric resources may be listed under *Historic Archaeology* and/or *Prehistoric Archaeology*.
8. Several types of locational searches are possible: *county*, *quad. map*, *legal location*, *UTM*, and *address*. *Address* searches are only available on the ARCHITECTURAL SEARCH REQUEST screen.

V. Prehistoric Archaeology Search

NOTE: Please refer to the **General Information for Using Compass** for additional guidance concerning Compass use.

Below is a field by field description of search criteria available on THE PREHISTORIC ARCHAEOLOGY SEARCH REQUEST screen.

Site ID

You may enter the Smithsonian trinomial number here and narrow the search to just that site. You MUST put a period between the two letter county designation and the unique site number (e.g. 5PE.56, 5JF.1000, etc.).

Site Name

You may enter all or part of the site name. If you enter part of the site name only enter one word. The search will return site names that contain that word, either as an individual word or as part of another word. For example, if you type in the word *shelter*, you will get all the sites with the word *shelters* and *rockshelter* in the title. If your search does not produce the expected results, try another spelling or entering just part of the site name. The search is not case sensitive and will not correct for misspellings.

Assessment

The pull-down list associated with this field consists of terms used to describe the assessment and eligibility status of the site. The terms reflect information from the site forms in addition to determinations made by OAHP staff. Assessment dates, if available, are returned with the search results. Sites may have more than one assessment.

PREHISTORIC ARCHAEOLOGY - ASSESSMENT	
Pull-Down List Options	Definition / Included Terms
Eligible – Field	The recorder of the site considered it to be eligible to the National Register of Historic Places
Eligible – Officially	SHPO staff have determined the site to be eligible to the National Register of Historic Places
Listed – National Register	The site is listed on the National Register of Historic Places
Listed – State Register	The site is listed on the State Register of Historic Properties
National Historic Landmark	The site is designated as a National Historic Landmark
Needs Data – Field	The recorder of the site has determined that additional information is needed before an eligibility assessment can be made
Needs Data – Officially	SHPO staff have determined that additional information is needed before an eligibility assessment can be made
Not Eligible – Field	The recorder of the site has determined that the site is not eligible to the National Register of Historic Places
Not Eligible – Officially	SHPO staff determined the site to be not eligible to the National Register
Within Existing District – Contributing	The site is a contributing element to an established National or State Register District
Within Existing District – Noncontributing	The site is a non-contributing element to an established National or State Register District
Within Existing District – Unknown Status	The site is within an existing National or State Register District but it is unknown if the site is considered contributing or non-contributing
Within Potential District	The site is within a potential National or State Register District

Condition

The condition field includes observations made in the field and/or actions taken place at the site. One or more of these conditions may be used to describe a site and the dates, if available, for these observations or actions will be returned with the search results.

PREHISTORIC ARCHAEOLOGY - CONDITION	
Pull-Down List Options	Definition / Included Terms
*** SITE CONDITION ***	
Excellent/Undisturbed	These are all relative terms used by the site recorder to describe the condition of the site. Disturbance may be the result of natural or man-made forces.
Good/Light Disturbance	
Fair/Moderate Disturbance	
Poor/Heavy Disturbance	
Ruins	
Deteriorating	
Destroyed/Total Disturbance	
*** ACTIONS ***	
Collected	Artifacts have been collected from this site.
Excavated	This site has been excavated as defined by the site recorder or by the author of a document referring to the site.
Stabilized	Generally refers to prehistoric Puebloan structures.
Tested	This site has been tested as defined by the site recorder or by the author of a document referring to the site.
Vandalized	This site has been vandalized as defined by the site recorder or by the author of a document referring to the site. Vandalism may include collection / digging by a non-professional, defacing or damaging the remains.
Moved	The site has been moved to another location.
** AVAILABLE DATING RESULTS **	
Archaeomagnetic Date Available	These terms refer to the availability of absolute dates for the site. Information concerning the dates is generally available at OAHP.
Cation-Ratio Date Available	
Dendrochronological Date Available	
Obsidian Hydration Date Available	
Radio Carbon Date Available	

Site Type

These are descriptive and functional terms used to explain the types of remains observed on the site. One or more of these site types may be used to describe a site.

PREHISTORIC ARCHAEOLOGY – SITE TYPE	
Pull-Down List Options	Definition / Included Terms
Open Lithic	Lithic scatter, knapping station (no Groundstone, ceramics or features).
Sheltered Lithic	Open Lithic in a rockshelter or rock overhang.
Open Camp	Open Lithic with groundstone, ceramics, or features.
Sheltered Camp	Open Camp in a rockshelter or rock overhang.
Open Architectural	Open Lithic or Open Camp with architecture. Architecture may include pueblo, water control features, stone enclosures, tipi rings, pithouses, stone alignments, walls, game drives, and other structures.
Sheltered Architectural	Open Architectural in a rockshelter or rock overhang – such as a cliff dwelling.
Kill Site	Grouping of several butchered animal; bone bed.
Butchering Site	Butchering or processing of several animals.
Rock Art	Petroglyphs, pictographs, grooves, or engravings.
Burial	May include humans or animals, maybe primary or secondary burial.
Quarry	Lithic, clay, or mineral raw material procurement area.
Cambium Tree	Scarred tree for purposes of obtaining the cambium.
Isolated Find	Recorded as an Isolated Find, as determined by the recorder. Generally consists of the very limited remains representing only one or two activities. By definition, the resource is not eligible to the State or National Registers and no further work is necessary.
Isolated Feature	A lone feature with no associated artifacts.

Culture

As with the artifact pull-down list, there are hundreds of terms in SITE.FILES that have been used to describe culture. Use of specific terms often reflects the recorder's research interest or background and there is considerable overlap between the categories. One or more cultural affiliation may be associated with a site.

PREHISTORIC ARCHAEOLOGY - CULTURE	
Pull-Down List Options	Approximate Time Period
PaleoIndian	12,000 – 6,000 years ago
Archaic	8,000 – 2,000 years ago
Basketmaker II/III	2,000 – 1250 years ago
Pueblo I/II/III	1250 – 700 years ago
Fremont	1600 – 800 years ago
Late Prehistoric	2,000 – 300/500
Protohistoric	500 – 200 years ago
Rio Grande Pueblo/Hopi	
Apache/Kiowa	
Arapaho	
Cheyenne	
Comanche	
Navajo	
Paiute	
Shoshone	
Sioux	
Ute	
Numic-Unspecified	
Native American - Historic	
Native American – Unspecified	
Unspecified	

Artifacts

The artifact pull-down list reflects an agonizing attempt to condense into a manageable lexicon the over 5,000 terms used by archaeologists in Colorado. The terms are intended to be very inclusive and to represent some of the more common terms. They are not mutually exclusive categories and include a mixture of descriptive and functional terms. Additional descriptive terms may be returned on the SITE DETAIL screen. Searches on the over 5,000 artifact terms are still available through SITE.FILES. Please let us know if you would like to request a search of these terms.

Prior to the last 15 years the *Artifact* field in SITE.FILES was infrequently completed. Increased staffing and computer memory over the last 15 years has allowed for the routine and standardized encoding of artifact information. Although the computer files for earlier sites are updated whenever possible, the user should be aware of the limited data sometimes available for pre-late 1980s sites.

Please remember that many of these terms also describe historic artifacts. In the case of multicomponent sites, search results on the PREHISTORIC ARCHAEOLOGICAL SEARCH RESULT screen may return a historic site that has one of these artifacts but also has a prehistoric component.

PREHISTORIC ARCHAEOLOGY - ARTIFACTS	
Pull-Down List Options	Definition / Included Terms
*** CHIPPED STONE ***	
Biface/Knife	hafted biface,
Blade	
Boring/Perforating Tools	drill, burin, awl, graver
Chopper	hammerstone
Core/Tested Cobble	tested nodules, split pebble, split cobble, retouched cobble
Debitage	unspecifieddebitage, shatter
Flake	retouched flakes?, utilized flakes?
Projectile Point - Paleo-Indian	Please refer to the table below for a list of the projectile point types included under each of these categories.
Projectile Point - Archaic	
Projectile Point - Late Prehistoric	
Projectile Point - Miscellaneous	
Spokeshave	bowshave
Uniface/Scraper	
*** GROUNDSTONE ***	
Abrader	shaft smoother, shaft straightener,
Bedrock Metate	
Mano	
Metate	
CHIPPED AND/OR GROUND STONE	
Axe/Adz	
Gorget/Pendant	
Hammerstone	
Stone Tool	
*** CERAMICS ***	
Chaco/Cibola Ceramics	Please refer to the table below for lists of the ceramic types included under each of these categories.
Fremont Ceramics	
Hopi Ceramics	
Kayenta Ceramics	
Mesa Verde Ceramics	
Mogollon Ceramics	
Navajo Ceramics	
Rio Grande Ceramics	
San Juan Ceramics	
Unspecified Corrugated	
Unspecified Plainware	
Ceramics	
* PERISHABLE / ORNAMENTAL *	
Basketry	
Bead	
Botanical Remains	seeds, cones, cobs
Faunal Remains	bone fragments, teeth, egg shell
Gaming Piece	
Leather	
Shell Remains	generally unmodified fragments
Skeletal Remains	
Worked Bone	
Wood - Miscellaneous	
Perishable Materials - Miscellaneous	bark matting, cordage
Ornamental - Miscellaneous	effigy, figurine

PREHISTORIC ARCHAEOLOGY - ARTIFACTS (continued)	
Pull-Down List Options	Definition / Included Terms
** MISCELLANEOUS ARTIFACTS **	
Adobe	
Building Materials/Elements	
Daub	
Fire Altered Rock	
Minerals and Rocks	
Worked Glass	
Metal - Miscellaneous	

**Projectile Point Categories Used on the
Prehistoric Archaeology Search Request Screen**

PALEOINDIAN

Agate Basin
Alberta
Cascade
Clovis
Dalton
Eden
Folsom
Frederick
Goshen
Hell Gap
Jimmy Allen
Lake Mohave
Mesrve
Midland
Milnesand
Plainview
Scottsbluff
Silver Lake
Windust

ARCHAIC

Amargosa
Besant
Buffalo Verde / Bulverde
Castle Valley
Duncan
Duncan/Hanna
Elko
EnMedio
Gatecliff
Hanna
Hawken
Humboldt
Jay/Bajada
Mallory
McKean
Mt. Albion
Oshara
Palmillas
Pelican Lake
Pinto / Pinto Basin
Rocker
San Pedro
San Rafael
Shavano
Sudden
Tabeguach
Uncompahgre
Ventana
Yankee

LATE PREHISTORIC

Alba
Avonlea
Bassett
Bear River
Bonhom
Cottonwood
Cuney
Desert
Eastgate
Fresno
MM 26
MM 34
MM35
Parowan
Reed-Washita
Rose Gate
Rose Spring
Scallorn
Shoshoni
Summit
Uinta
Washita

Ceramic Categories Used on the Prehistoric Archaeology Search Request Screen

Based in-part on typology presented by Bill Lucius at the CCPA annual meeting, March 1991 and on the 1995 "Archaeological Pottery of Colorado: Ceramic Clues to the Prehistoric and Protohistoric Lives of the State's Native Peoples", CCPA Occasional Papers, No.2.

Kayenta Region

Kayenta Gray Ware

Lino Gray
Kana's Gray
Coconino Gray
Tusayan Corrugated
Moenkopi Corrugated
Kiet Siel Gray

Kayenta White Ware

Obelisk White
Lino Black on White
Kana's Black on White
Wepo Black on White
Black Mesa Black on White
Sosi Black on White
Dogoszhi Black on White
Flagstaff Black on White
Tusayan Black on White
Kayenta Black on White

Kayenta Red Ware

Tallahogan Red
Medicine Black on Red
Tusayan Black on Red
Tusayan Polychrome
Citadel Polychrome
Kayenta Polychrome
Kiet Siel Black on Red
Kiet Siel Polychrome
Tsegi Orange
Tsegi Red on Orange
Tsegi Black on Orange

Mesa Verde Region

Mesa Verde Gray Ware

Chapin Gray
Moccasin Gray
Mancos Corrugated
Dolores Corrugated
Mesa Verde Corrugated
Hovenweep Gray
Twin Trees Gray
Mummy Lake Gray
San Juan Gray
Exuberant

Mesa Verde White Ware

Chapin Black on White
Piedra Black on White
White Mesa Black on White
Cortez Black on White
Mancos Black on White
McElmo Black on White
Mesa Verde Black on White
Tin Cup Polychrome
Wetherill Black on White

Mesa Verde Red Ware

Abajo Red on Orange
Bluff Black on Red
Deadmans Black on Red
San Juan Red Ware

Unspecified La Plata

Chaco / Cibola Region

Chaco Gray Ware

Lino Gray-Chaco
Kana's Gray
Tohatchi Banded
Coolidge Corrugated
Chaco Corrugated
Cibola

Chaco White Ware

La Plata Black on White
Whitemound Black on White
Kiatuthlanna Black on White
Red Mesa Black on White
Puerco Black on White
Escavada Black on White
Gallup Black on White
Chaco Black on White
Chaco/McElmo Black on White

Chaco Red Ware

White Mounatin Red Ware
Wingate Black on Red

Ceramic Categories

(Continued)

Hopi

Yellow Utility Ware

Jeddito Plain
Jeddito Corrugated
Jeddito Tooled

White Ware

Polacca Black on White
Hoyapi Black on White
Bidahochi Black on White

Yellow Decorated Ware

Jeddito Black on Yellow
Jeddito Polychrome
Jeddito Black on Orange
Klaeto Black on Yellow
Klaeto Polychrome
Kintiel Black on Orange
Kintiel Polychrome
Huckovi Black on Orange
Huckovi Polychrome
Kokop Black on Orange
Kokop Polychrome
Bidahochi Polychrome
Sikyatki Polychrome
Puyupki Polychrome
Polacca Polychrome
Walpi Black on Yellow
Walpi Polychrome
Hano
Polychrome
Sichomovi Black on Red
Sichomovi Polychrome

Fremont Culture

Gray Ware

Snake Valley Gray
Snake Valley Corrugated
Paragona Coiled
Sevier Gray
Great Salt Lake Gray
Promontory Gray
Uintah Gray
Emery Gray
Tuner Gray

White Ware

Snake Valley Black on White
Ivie Creek Black on White

Navajo

Gray Ware

Dinetah Gray
Pinyon Gray
Navajo Gray

Red Ware

Gobernador Polychrome

Mogollon

Brown Utility Ware

Alma Plain
Alma Neck Banded
Three Circle Corrugated
Reserve Corrugated
Tularosa Corrugated

Brown Decorated Ware

San Francisco Red
San Lorenzo Red on Brown
Mogollon Red on Brown
Three Circle Red on White
Boldface Black on White
Mimbres Black on White

Rio Grande Region

Unspecified Rio Grande
Taos Gray Ware
Tewa Polychrome
Tewa Red on Buff
Jemez Black on White

San Juan Region

Rosa Plain
Rosa Brown
Rosa Gray
Rosa Black on White
Rosa Black on Gray
Rosa Neck Banded
San Juan Gray
San Juan White Ware
San Juan Black on White
Payan Corrugated
Durango Glazeware
Santa Fe Black on White

Unspecified Plain Ware

Unspecified Gray Ware
Unspecified Red Ware
Unspecified White Ware
Unspecified Brown Ware

Features

The feature pull-down list consists of 27 terms reduced from the over 5,500 used in SITE.FILES to describe features. The terms are intended to be very broad and to represent some of the more common terms. They are not mutually exclusive categories and include a mixture of descriptive and functional terms. Additional descriptive terms may be returned on the SITE DETAIL screen.

PREHISTORIC ARCHAEOLOGY - FEATURES	
Pull-Down List Options	Definition / Included Terms
Animal Control Feature	Game drives, traps
Artifact Concentration	Any type or mixture of artifacts: cache, collector's piles
Bedrock Feature	Hand / foot holds
Building Materials/Elements	Generally concentrations, but can be isolated occurrences, of raw building materials: rubble, sandstone slabs, cobble mounds
Burial	
Cairn	
Culturally Peeled Trees	Scared trees
Earthen Feature	Mounds, unspecified depressions
Fire Altered Concentration	Burned rock, ash and/or charcoal concentrations, burned rubble, fire –cracked rock, oxidized rock/soil, burned wood
Hearth/Kiln	Fire pit
Isolated Wall/Alignment	
Kiva	
Midden	Trash mound
Pit Structure	
Post Hole	Post molds
Quarry	
Roasting Pit	
Rock Art/Grooves/Engravings	Petroglyphs, pictographs, sharpening grooves
Rock/Stone Pile	
Roomblock/Pueblo	
Rubble Mound/Concentration	
Slab Feature	
Stone Enclosure/Tipi Ring	Stone circle
Storage Pit/Cist	
Foundation/Plaza	Dance plaza
Water Control Feature	
Wooden Structure	Lean-to, wickiup

Colorado County

The 64 Colorado counties are organized alphabetically in the pull-down list.

Map ID

This field allows the user to search for resources on an entire USGS Quad map. An identification number associated to a specific quad map needs to be entered into the field. To determine the number please refer to the *Click here to view a List of Map IDs*. There are 2,027 quads that cover Colorado, and the maps are listed alphabetically with corresponding numbers. You may only search on one quad map at a time.

Legal Location

The user may enter legal locations covering a maximum of three township/range pairings. Please enter one of the three Principal Meridians for Colorado in addition to a township and a range. Do not use spaces between the number and the initial for the direction. You may then select as many sections as you wish to search within that Township and Range.

UTM Search

Please refer to the instructional information provided through the *Click here to view a detail document explaining the UTM search.*

VI. Historical Archaeology Search

NOTE: Please refer to the **General Information for Using Compass** for additional guidance concerning Compass use.

It is important to also check the PREHISTORIC ARCHAEOLOGY SEARCH REQUEST and ARCHITECTURAL SEARCH REQUEST screens for historical archaeological resources. Historical archaeology resources were not encoded as such until the early 1990s and there are some sites that may not be coded as historical archaeology. For instance, remains of mining activities may be listed under *Architectural*, *Historical Archaeology*, or both. Similarly, early historic or protohistoric resources may be listed under *Historic Archaeology* and/or *Prehistoric Archaeology*.

Below is a field by field description of search criteria available on the HISTORICAL ARCHAEOLOGY SEARCH REQUEST screen.

Site ID

You may enter the Smithsonian trinomial number here and narrow the search to just that site. You **MUST** put a period between the two letter county designation and the unique site number (e.g., 5PE.56, 5JF.1000, etc.).

Site Name

You may enter all or part of the site name. If you enter part of the site name only enter one word. The search will return site names that contain that word, either as an individual word or as part of another word. For example, if you type in the word *rail* you will get all the sites with the word *rails* and *railroad* in the title.

If your search does not produce the expected results, try another spelling or using part of the site name. The search is not case sensitive and will not correct for misspellings.

Assessment

The pull-down list associated with this field consists of terms used to describe the assessment and eligibility status of the site. The terms reflect information from the site forms in addition to determinations made by OAHP staff. Assessment dates, if available, are returned with the search results. Sites may have more than one assessment.

HISTORICAL ARCHAEOLOGY - ASSESSMENT	
Pull-Down List Options	Definition / Included Terms
Eligible – Field	The recorder of the site considered it to be eligible to the National Register of Historic Places
Eligible – Officially	SHPO staff have determined the site to be eligible to the National Register of Historic Places
Listed – National Register	The site is listed on the National Register of Historic Places
Listed – State Register	The site is listed on the State Register of Historic Properties
Local Landmark	This site is designated by a local municipality – probably a city, town, or county.
Needs Data – Field	The recorder of the site has determined that additional information is needed before an eligibility assessment can be made
Needs Data – Officially	SHPO staff have determined that additional information is needed before an eligibility assessment can be made
Not Eligible – Field	The recorder of the site has determined that the site is not eligible to the National Register of Historic Places
Not Eligible – Officially	SHPO staff have determined that the site is not eligible to the National Register of Historic Places
Within Existing District – Contributing	The site is a contributing element to an established National or State Register District
Within Existing District – Noncontributing	The site is a non-contributing element to an established National or State Register District
Within Existing District – Unknown Status	The site is within an existing National or State Register District but it is unknown if the site is considered contributing or non-contributing
Within Potential District	The site is within a potential National or State Register District

Condition

The condition field includes observations made in the field and/or actions that have taken place at the site. One or more of these conditions may be used to describe a site and the dates, if available, for these observations or actions will be returned with the search results.

HISTORICAL ARCHAEOLOGY - CONDITION	
Pull-Down List Options	Definition / Included Terms
***** SITE CONDITION *****	
Excellent/Undisturbed	These are all relative terms used by the site recorder to describe the condition of the site. Disturbance may be the result of natural or man-made forces.
Good/Light Disturbance	
Fair/Moderate Disturbance	
Poor/Heavy Disturbance	
Ruins	
Deteriorating	
Destroyed/Total Disturbance	
***** ACTIONS *****	
Collected	Artifacts have been collected from this site.
Excavated	This site has been excavated as defined by the site recorder or by the author of a document referring to the site.
Stabilized	Generally refers to prehistoric puebloan structures.
Tested	This site has been tested as defined by the site recorder or by the author of a document referring to the site.
Vandalized	This site has been vandalized as defined by the site recorder or by the author of a document referring to the site. Vandalism may include collection / digging by a non-professional, or defacing or damaging the remains.
Moved	The site has been moved to another location.

Site Type

These are a mixture of descriptive and functional terms used to explain the types of remains that were observed on the site. One or more of these site types may be used to describe a site.

HISTORICAL ARCHAEOLOGY – SITE TYPE	
Pull-Down List Options	Included Terms
Animal Capture/Remains	animal burial, game processing site, game blinds
Bridge	Includes many bridge pilings, footbridge. Also check under railroad and road/trail.
Burial	burial ground, cemetery, grave
Cairn	
Camp	camp ground, camp site, line camp, cow camp, sheep camp, tent site, shepherds camp. Also check under type of camp (logging, railroad, etc.)
Carving-Rock or Wood	aspen art, axe grooves, cambium trees, inscriptions, historic petroglyphs or pictographs, historic rock art
Commercial	hotel, store
Defense	fortification, battleground, arms storage, fort, guard station, military facility, missile silo
Farming/Ranching	farming or ranching complexes or elements of a complex, barns, fish hatchery, animal pens/corrals, farm or ranching equipment, stock tanks/ponds
Habitation	house, boarding house, cabins, dwelling, hogan, homestead, residential, settlement, lodge, town, townsite
Industrial-Miscellaneous	charcoal/brick/ceramic manufacture, blacksmith shop, unspecified mill, power plant, industrial complex, loading docks
Logging	logging camp, lumber mill, saw mill, wood cutting camp
Mining	mining camp/town, adit, coke ovens, drill holes, tailings, quarry, borrow pits, head frames, mine shafts, prospect pits, oil wells, placer, pipeline, smelter, mining mill
Outbuilding	dugout, privy, shed, root cellar, storage shed
Power/Communication Lines	telegraph lines
Railroad	railroad car, depot/station, rails, railroad bed, railroad camp, siding, spur, railroad bridge, rail yard
Recreation	baseball field, recreation center, resort complex, picnic area, ski area, race track
Road/Trail	highway, pack trail, road bed, stage route, wagon road. Also check under bridge
Structure / Foundation / Alignment-Unspecified	building, fire lookout, concrete pad, depressions, lookout post/tower, wall, log crib, retaining wall, platforms
Trash Dump	trash scatter, trash concentration, trash mound, glass scatter, historic artifact scatter, junk yard, refuse, tin can scatter
Water Control	canal, ditch, dam, cistern, flume, aqueduct, contour furrow, culvert, reservoir, pump house, spring box, water wheel, water tower

Culture

As with the artifact pull-down list, there are hundreds of terms in SITE.FILES that have been used to describe culture. Use of specific terms often reflects the recorder's research interest or background and there is considerable overlap between the categories. One or more cultural affiliation may be associated with a site.

Culture Categories Used on the Historical Archaeology Search Request Screen

Protohistoric	Paiute	Native American–
Rio Grande Pueblo/Hopi	Shoshone	Unspecified
Apache/Kiowa	Sioux	African American
Arapaho	Ute	Asian American
Cheyenne	Numic-Unspecified	European American
Comanche	Native American-Historic	Historic-Other
Navajo		Unspecified

Early Date

Enter a date range using four-digit numbers (e.g. 1873 - 1893, 1924-1925, etc.) for the earliest date the property may have been built, used, or occupied. This field is independent of the Late Date field located below and it is better to enter one or the other but not both.

Late Date

Enter a date range using four-digit numbers (e.g. 1850 - 1860, 1931-1944, etc.) for the latest date the property may have been built, used, or occupied. This field is independent of the Early Date field located above and it is better to enter one or the other but not both

Artifacts

The artifact pull-down list is based on over 5,000 terms used by archaeologists and historians to describe historical artifacts in Colorado. They are intended to be very inclusive and to represent some of the more common terms used in the past. They are not mutually exclusive categories and include a mixture of descriptive and functional terms. Additional descriptive terms may be returned on the SITE DETAIL screen. Searches on the over 5,000 artifact terms are still available through SITE.FILES. Please let us know if you would like to request a search of these terms.

Prior to the last 15 years the *Artifact* field in SITE.FILES was infrequently completed. Increased staffing and computer memory over the last 15 years has allowed for the routine and standardized encoding of artifact information. Although the computer files for earlier sites are updated whenever possible, the user should be aware of the limited data sometimes available for pre-late 1980s sites.

Please remember that many of these terms also describe prehistoric artifacts. In the case of multicomponent sites, search results on the HISTORICAL ARCHAEOLOGY SEARCH RESULT screen may return a prehistoric site that has one of these artifacts but also has an historic component.

HISTORICAL ARCHAEOLOGY - ARTIFACTS	
Pull-Down List Options	Definition / Included Terms
TOOLS/EQUIPMENT/HARDWARE	
Auto Parts	Car, truck, or motorcycle parts: Windshield glass, engine parts
Axe/Adz	
Can/Bucket - Metal	Food, beverage, storage, or supply: baking powder can, biscuit can, black powder can, soda or beer can, lard bucket
Equipment - Miscellaneous	Battery parts, boat parts, stove parts
Farming/Ranching	Disk, hayer, tractor, sickle, pitchfork, plow
Hardware	Nails, screws, bolts, brackets, hinges, hooks, rivets
Mining	
Nails/Railroad Spikes	Rails
Projectile Point - Metal	
Shotgun Shell/Cartridge	Bullets
Tack	Bridle, harness, horse/ox shoe
Tools	
**** GLASS / CERAMIC ****	
Bottle - Glass or Ceramic	Medicine, food, beverage, Clorox, storage jars
Ceramics	Crockery, porcelain
Hopi Ceramics	
Glass - Miscellaneous	Insulator, mirror
Navajo Ceramics	
Rio Grande Ceramics	
Window Glass	
Worked Glass	Flaked or ground glass fragments
* HOUSEHOLD / DOMESTIC *	
Basketry	
Clothing/Textile	Clothing parts or fragments or unidentified textiles: cloth, buttons, buckles, shoes
Dishes/Cooking Ware	Utensils used for preparing or consuming food or beverage: plates, cups, bowls, pans, pots, silverware
Furniture	
Toy	Children's toys or general game or sporting equipment: doll parts, dice
*** PERISHABLE REMAINS ***	
Botanical Remains	General subsistence remains: Seeds, cones, cobs, pods
Faunal Remains	Bone fragments, teeth, egg shell
Leather	Leather scraps or fragments with unidentified function
Perishable Materials - Miscellaneous	Matting
Shell Remains	Generally unmodified fragments
Skeletal Remains	
Wood - Miscellaneous	
*** MISCELLANEOUS ARTIFACTS ***	
Adobe	Adobe bricks
Bead	
Building Materials/Elements	Isolated building elements, parts, or building materials: glass brick, roof shingles, cement or concrete chunks, building stones, cinder bricks
Fire Altered Rock	
Minerals and Rocks	Unmodified, and generally either brought in from elsewhere or collected into a unstructured pile
Ornamental - Miscellaneous	Effigy, figurine, jewelry

Features

The feature pull-down list consists of 27 terms reduced from the over 5,500 used in SITE.FILES to describe features. The terms are intended to be very broad and to represent some of the more common terms. They are not mutually exclusive categories and include a mixture of descriptive and functional terms. Additional descriptive terms may be returned on the SITE DETAIL screen.

Many of these features can be prehistoric or historic (quarry, animal or water control features, burials, hearths, etc.). All the sites returned will have some prehistoric component but it may not be the feature you selected to searched on. The feature may be associated with an historic component on the site.

HISTORICAL ARCHAEOLOGY - FEATURES	
Pull-Down List Options	Definition / Included Terms
***** EQUIPMENT *****	
Farming/Ranching	Agricultural field
Mining	Tailings, leach fields, mine shafts, derrick, adits
Railroad	
Equipment - Miscellaneous	Pipes, brass caps
***** STRUCTURES *****	
Animal Control Feature	
Foundation/Plaza	Parking area
Isolated Wall/Alignment	
Outbuilding	shed, barns, coops, stables, outhouse ,garage
Stone Enclosure/Tipi Ring	
Trail/Road	
Water Control Feature	Ditch, canal, levies, reservoir, check dam
Wooden Structure	Lean-to
**** CONCENTRATIONS ****	
Fire Altered Concentration	
Trash Concentration	Rubbish, garbage, dump
Rock/Stone Pile	
**** OTHER FEATURES ***	
Burial	
Earthen Feature	Dugout, mounds
Hearth/Kiln	
Rock Art/Grooves/Engravings	
Storage Pit/Cist	

Colorado County

The 64 counties in Colorado are organized alphabetically in the pill-down list.

Map ID

This field allows the user to search for resources on an entire USGS Quad map. An identification number associated to a specific quad map needs to be entered into the field. To determine the number please refers to the *Click here to view a List of Map IDs*. There are 2,027 quads that cover Colorado, and the maps are listed alphabetically with corresponding numbers. You may only search on one quad map at a time.

Legal Location

The user may enter legal locations covering a maximum of three township/range pairings. Please enter one of the three Principal Meridians for Colorado in addition to a Township and a Range. Do not use spaces between the number and the initial for the direction. You may then select as many sections as you wish to search within that township and range.

UTM Search

Please refer to the instructional information provided through the *[Click here to view a detail document explaining the UTM search.](#)*

VII. Architectural Search

Site ID

You may enter the Smithsonian trinomial number here and narrow the search to just that site. You MUST put a period between the two letter county designation and the unique site number – for example, 5PE.56, 5JF.1000, etc.

Site Name

You may enter all or part of the site name. If you enter part of the site name only enter one word. The search will return site names that contain that word, either as an individual word or as part of another word. For instance, if you type in the word *shelter*, you will get all the sites with the word *shelters* and *rockshelter* in the title.

If your search does not produce the expected results, try another spelling or using just part of the site name. The search is not case sensitive and will not correct for misspellings.

Assessment

The pull-down list associated with this field consists of terms used to describe the assessment and eligibility status of the site. The terms reflect information gleaned from the site forms in addition to determinations made by OAHP staff. Dates for these assessments are returned with the search results. Sites may have more than one assessment.

ARCHITECTURAL - ASSESSMENT	
Pull-Down List Options	Definition / Included Terms
Centennial Farm	
Delisted	
Easement	
Eligible – Field	The recorder of the property considered it to be eligible to the National Register of Historic Places and/or the State Register of Historic Properties.
Eligible – Officially	SHPO staff have determined the property to be eligible to the National Register of Historic Places and/or the State Register of Historic Properties.
Listed – National Register	The property is listed on the National Register of Historic Places
Listed – State Register	The property is listed on the State Register of Historic Properties.
Local Landmark	
National Historic Landmark	The property is designated as a National Historic Landmark
Needs Data – Field	The recorder of the property has determined that additional information is needed before an eligibility assessment can be made
Needs Data – Officially	SHPO staff have determined that additional information is needed before an eligibility assessment can be made
Not Eligible – Field	The recorder of the property has determined that the site is not eligible to the National Register of Historic Places
Not Eligible – Officially	SHPO staff have determined that the property is not eligible to the National Register of Historic Places
Within Existing District – Contributing	The property is a contributing element to an established National or State Register District
Within Existing District – Noncontributing	The property is a non-contributing element to an established National or State Register District.
Within Existing District – Unknown Status	The property is within an existing National or State Register District but it is unknown if the site is considered contributing or non-contributing.
Within Potential District	The property is within a potential National or State Register District.

Condition

Generally includes observations made in the field or actions that have taken place at the property. Information concerning condition was gathered from the survey forms or documents. Dates for these assessments will be returned in the search. A site can have more than one of these.

ARCHITECTURAL - CONDITION	
Pull-Down List Options	Definition / Included Terms
***** SITE CONDITION *****	
Excellent/Undisturbed	These are all relative terms used by the property recorder to describe the condition of the site. Disturbance may be the result of natural or man-made forces.
Good/Light Disturbance	
Fair/Moderate Disturbance	
Poor/Heavy Disturbance	
Ruins	
Deteriorating	
Destroyed/Total Disturbance	
***** ACTIONS *****	
National Register Marker	
Re-defined Boundary	
Rehabilitated	
State Register Marker	
Moved	The structure has been moved to another location.

Site Type

Please note that it is very important that the user also run a search with the same criteria in the *Original Use* and *Present Use* fields. The use information has been entered interchangeably in each of these fields at various times in the past and the procedure was not consistent from site to site. Do not enter the same information in all three fields at once but rather enter it one at a time and run three separate searches. We are sorry for this inconvenience and hope to correct the problem in the future.

The pull-down list is modified from the *Data Categories for Functions and Uses* as found in the National Register Bulletin *How to Complete the National Register Form*.

Terms for Site Type, Original Use, and Present Use on the Architectural Search Request Screen

Domestic

- Single Dwelling
- Mansion
- Cabin
- Homestead
- Multiple Dwelling
- Secondary Structure
- Shed
- Garage
- Privy
- Hotel
- Institutional Housing
- Camp

Commerce and Trade

- Business
- Brothel
- Casino
- Professional
- Organizational
- Financial Institution
- Specialty Store
- Gas Station
- Department Store
- Grocery Store
- Restaurant
- Bar
- Warehouse

Government

- Capitol
- City Hall
- Correctional Facility
- Jail
- Fire Station
- Government Office
- Diplomatic Building
- Custom House
- Post Office
- Public Works
- Courthouse

Education

- School
- College
- Library
- Research Facility
- Education-Related

Religion

- Religious Facility
- Church
- Synagogue
- Temple
- Morada
- Mosque
- Religious School
- Religious-Related School

Funerary

- Cemetery
- Graves/Burials
- Mortuary

Recreation and Culture

- Theater
- Auditorium
- Museum
- Music Facility
- Sports Facility
- Outdoor Recreation
- Fair
- Monument/Marker
- Work of Art

Agriculture / Subsistence

- Processing
- Flour Mill
- Smokehouse
- Storage
- Granary
- Silo
- Root Cellar
- Grain Elevator
- Agricultural Field
- Animal Facility

- Barn
- Chicken Poop
- Dairy Barn
- Fishing Facility or Site
- Agricultural Outbuilding
- Wellhouse
- Windmill
- Tool Shed
- Pump House
- Horticultural Facility
- Irrigation Facility

Industry/Processing/

Extraction

- Manufacturing Facility
- Extractive Facility
- Coal Mine
- Hard Rock Mine
- Quarry
- Head Frame
- Water Works
- Energy Facility
- Communications Facility
- Processing Site
- Industrial Storage

Health Care

- Hospital
- Clinic
- Sanitarium
- Medical Business/ Office
- Resort

Defense

- Arms Storage
- Armory
- Fortification
- Military Facility
- Barrack
- Battle Site
- Air Facility

Landscape

- Parking Lot
- Park
- City Park
- State Park
- National Park
- Plaza
- Garden
- Forest
- Unoccupied Land
- Underwater
- Natural Feature
- Street Furniture/Object
- Conservation Area

Transportation

- Rail-Related
- Railroad Grade
- Railroad Tunnel
- Railroad Tracks
- Roundhouse
- Depot
- Railroad Bridge
- Rolling Stock
- Air-Related
- Airplane
- Water-Related
- Road-Related (Vehicular)
- Vehicular Tunnel
- Vehicular Bridge
- Pedestrian-Related
- Trail

- Work in Progress
- Unknown Use
- Vacant / Not in Use /
- Other Use

Original Use

Information in this field reflects the functional use of the building when it was built.

Please note that it is very important that the user also run a search with the same criteria in the *Site Type* and *Present Use* fields. The use information has been entered interchangeably in each of these fields at various times in the past and the procedure was not consistent from site to site. Do not load the same information in all three fields at once but rather load it one at a time and run three separate searches. We are sorry for this inconvenience and hope to correct the problem in the future.

Present Use

Information in this field reflects the various functional uses of the building during its history.

Please note that it is very important that the user also run a search with the same criteria in the *Site Type* and *Original Use* fields. The use information has been entered interchangeably in each of these fields at various times in the past and the procedure was not consistent from site to site. Do not load the same information in all three fields at once but rather load it one at a time and run three separate searches. We are sorry for this inconvenience and hope to correct the problem in the future.

Early Date

Enter a four-digit number for the latest date the property may have been built, used, or occupied. This field is independent of the Early Date field located above and it is better to enter one or the other but not both. CHECK THIS DESCRIPTION

Late Date

Enter a four-digit number for the latest date the property may have been built, used, or occupied. This field is independent of the Early Date field located above and it is better to enter one or the other but not both. CHECK THIS DESCRIPTION

Architect Number

The common architects for Colorado are listed alphabetically by last name. Go to *the Click here to view a list of Architects and their assigned ID numbers* and find the number for the architect. Enter that number in the field next to *Architect ID*.

Features

Many of these features can be either prehistoric or historic (quarry, animal or water control features, burials, hearths, etc.). All the properties returned will have some architectural component but it may not be the feature you searched on. The feature you search on may be associated with a prehistoric or historical archaeology component on the property.

Terms for Feature on the Architectural Search Request Screen

FLOOR PLANS

Circular Plan
Cross-Shaped Plan
H-Shaped Plan
Hexagonal Plan
Irregular Plan
L-Shaped Plan
Octagonal Plan
Rectangular Plan
Semi-Circular Plan
Square Plan
T-Shaped Plan
Triangular Plan
U-Shaped Plan
Y-Shaped Plan
Other Plan

WALL MATERIALS

MASONRY WALL
Brick
Cobble
Concrete Block
Granite
Limestone
Masonry Wall
Marble
Ornamental Con.
Block
Rhyolite
Sandstone
Slate
METAL WALL
Aluminum
Bronze
Cast Iron
Copper
Iron
Nickel
Pressed Metal
Steel
Tin
SYNTHETIC WALL
Fiberglass
Plastic
Rubber
Vinyl
WOOD WALL
Horizontal Siding
Log
Plywood Board
Shake
Shingle
Stacked Lumber
Vertical Siding
Weatherboard

WALL MAT. - MISC.

Adobe
Asbestos
Asphalt
Ceramic Tile
Earth
Glass
Stucco
Terra Cotta

ROOF CONFIG.

GABLED ROOF

Cross Gabled Roof
Front Gabled Roof
Gabled Roof
Hip-on-Gable Roof
Side Gabled Roof

HIPPED ROOF

Cross Hipped Roof
Gable-on-Hip Roof
Hipped Roof

ROOF DESIGNS- MISC.

Barrel Roof
Conical Roof
Dome Roof
Flat Roof
Gambrel Roof
Mansard Roof
Monitor Roof
Octagonal Roof
Polygonal Roof
Pyramidal Roof
Shed Roof

ROOF MATERIALS

MASONRY ROOF

Brick Roof
Concrete Roof
Slate Roof
Stone Roof

METAL ROOF

Aluminum Roof
Copper Roof
Iron Roof
Metal Roof
Steel Roof
Tin Roof

SYNTHETIC ROOF

Fiberglass Roof
Rubber Roof
Synthetic Roof
Vinyl Roof

WOOD ROOF

Log Roof
Shake Roof
Shingle Roof
Wood Roof

ROOF MAT.- MISC.

Adobe Roof
Asbestos Roof
Asphalt Roof
Ceramic Tile Roof
Composition Roof
Earth Roof
Glass Roof
Terra Cotta Roof

OTHER ROOF MAT.

ROOF TREATMENT

Crenelation
Decorative Cornice
Dormer
Finial
Flared Eave
Roof Cresting
Rounded Eave

STORIES

1 Story
1.5 Stories
2 Stories
2.5 Stories
3 Stories
3.5 Stories
4 Stories
More than 4 Stories

OTHER

Attached Garage
Balcony
Car Port
Chimney
Decorative Shingles
Decorative Terra Cotta
False Front
Fence
Garage
Gargoyle
Glass Block
Oriel
Porch
Porte Cochere
Segmental Arch
Stained Glass
Tower

Street Address

There are several methods to conduct street address searches:

- To search on a single property, enter specific information into the *Number*, *Street*, and *City* fields.
- If you wish to search on an entire street leave the number field blank.
- To search an entire block on a street enter the first one or two digits in the street address numbers. For example, if the user wished to search for all the buildings in the 1400 block of Washington Avenue in Golden they would enter "14" in the *Number* field, "Washington" in the *Street* field, and "Golden" in the *City* field.

Map ID

This field allows the user to search for resources on an entire USGS Quad map. An identification number associated to a specific quad map needs to be entered into the field. To determine the number please refer to the *Click here to view a List of Map IDs*. There are 2,027 quads that cover Colorado, and the maps are listed alphabetically with corresponding numbers. You may only search on one quad map at a time.

Legal Location

The user may enter legal locations covering a maximum of three township/range pairings. Please enter one of the three Principal Meridians for Colorado in addition to a township and a range. Do not use spaces between the number and the initial for the direction. You may then select as many sections as you wish to search within that Township and Range.

UTM Search

Please refer to the instructional information provided through the *Click here to view a detail document explaining the UTM search*.

VIII. Paleontological Search

**THE PALEONTOLOGICAL COMPONENT OF COMPASS IS UNDER CONSTRUCTION.
WE ARE SORRY FOR THE INCONVENIENCE AND WILL HAVE IT
COMPLETED BY LATE AUGUST.**

Please Note The paleontological information in Compass is very limited. As of August 2002 there was only 450 paleontological resources referenced in the system, and the data is often very incomplete. Please contact local museums, universities, and agencies for additional information.

Site ID

You may enter the Smithsonian trinomial number here and narrow the search to just that site. You **MUST** put a period between the two letter county designation and the unique site number (e.g. 5PE.56, 5JF.1000, etc.).

Site Name

You may enter all or part of the site name. If you enter part of the site name only enter one word. The search will return site names that contain that word, either as an individual word or as part of another word. For example, if you type in the word *shelter*, you will get all the sites with the word *shelters* and *rockshelter* in the title.

If your search does not produce the expected results, try another spelling or entering just part of the site name. The search is not case sensitive and will not correct for misspellings.

Assessment

The pull-down list associated with this field consists of terms used to describe the assessment and eligibility status of the site. The terms reflect information from the site forms in addition to determinations made by OAHP staff. Assessment dates, if available, are returned with the search results. Sites may have more than one assessment.

PALEONTOLOGICAL - ASSESSMENT	
Pull-Down List Options	Definition / Included Terms
Eligible – Field	The recorder of the site considered it to be eligible to the National Register of Historic Places
Eligible – Officially	SHPO staff have determined the site to be eligible to the National Register of Historic Places
Listed – National Register	The site is listed on the National Register of Historic Places
Listed – State Register	The site is listed on the State Register of Historic Properties
Needs Data – Field	The recorder of the site has determined that additional information is needed before an eligibility assessment can be made
Needs Data – Officially	SHPO staff have determined that additional information is needed before an eligibility assessment can be made
Not Eligible – Field	The recorder of the site has determined that the site is not eligible to the National Register of Historic Places
Not Eligible – Officially	SHPO staff have determined that the site is not eligible to the National Register of Historic Places
Within Existing District – Contributing	The site is a contributing element to an established National or State Register District
Within Existing District – Noncontributing	The site is a non-contributing element to an established National or State Register District
Within Existing District – Unknown Status	The site is within an existing National or State Register District but it is unknown if the site is considered contributing or non-contributing

Condition

The condition field includes observations made in the field and/or actions taken place at the site. One or more of these conditions may be used to describe a site and the dates, if available, for these observations or actions will be returned with the search results.

PALEONTOLOGICAL - CONDITION	
Pull-Down List Options	Definition / Included Terms
***** SITE CONDITION *****	
Excellent/Undisturbed	These are all relative terms used by the site recorder to describe the condition of the site. Disturbance may be the result of natural or man-made forces.
Good/Light Disturbance	
Fair/Moderate Disturbance	
Poor/Heavy Disturbance	
Ruins	
Deteriorating	
Destroyed/Total Disturbance	
***** ACTIONS *****	
Collected	Artifacts have been collected from this site
Excavated	This site has been excavated as defined by the site recorder or by the author of a document referring to the site
Tested	This site has been tested as defined by the site recorder or by the author of a document referring to the site
** AVAILABLE DATING RESULTS **	
Radio Carbon Date Available	A radio-carbon date is available for this site. Information concerning date is generally available at OAHP.

Paleontological Type

Faunal
Shell

Colorado County

The 64 Colorado counties are organized alphabetically in the pull-down list.

Map ID

This field allows the user to search for resources on an entire USGS Quad map. An identification number associated to a specific quad map needs to be entered into the field. To determine the number please refer to the *Click here to view a List of Map IDs*. There are 2,027 quads that cover Colorado, and the maps are listed alphabetically with corresponding numbers. You may only search on one quad map at a time.

Legal Location

The user may enter legal locations covering a maximum of three township/range pairings. Please enter one of the three Principal Meridians for Colorado in addition to a township and a range. Do not use spaces between the number and the initial for the direction. You may then select as many sections as you wish to search within that Township and Range.

UTM Search

Please refer to the instructional information provided through the *Click here to view a detail document explaining the UTM search.*

IX. All Sites Search Request

Site ID

You may enter the Smithsonian trinomial number here and narrow the search to just that site. You MUST put a period between the two letter county designation and the unique site number – for example, 5PE.56, 5JF.1000, etc.

Site Name

You may enter all or part of the site name. If you enter part of the site name only enter one word. The search will return site names that contain that word, either as an individual word or as part of another word. For instance, if you type in the word *shelter*, you will get all the sites with the word *shelters* and *rockshelter* in the title.

If your search does not produce the expected results, try another spelling or using just part of the site name. The search is not case sensitive and will not correct for misspellings.

Street Address

There are several methods to conduct street address searches:

- To search on a single property, enter specific information into the *Number*, *Street*, and *City* fields.
- If you wish to search on an entire street leave the number field blank.
- To search an entire block on a street enter the first one or two digits in the street address numbers. For example, if the user wished to search for all the buildings in the 1400 block of Washington Avenue in Golden they would enter "14" in the *Number* field, "Washington" in the *Street* field, and "Golden" in the *City* field.

Map ID

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Legal Location

The user may enter legal locations covering a maximum of three township/range pairings. Please enter one of the three Principal Meridians for Colorado in addition to a township and a range. Do not use spaces between the number and the initial for the direction. You may then select as many sections as you wish to search within that Township and Range.

UTM Search

Please refer to the instructional information provided through the *Click here to view a detail document explaining the UTM search*.

Appendix I

User Application and Agreement Information

Access for Compass is available for all qualified users. to apply for access, please complete one copy of the *COMPASS: ORGANIZATIONAL REGISTRATION APPLICATION AND AGREEMENT* in addition to *COMPASS: INDIVIDUAL USER APPLICATION AND AGREEMENT* for each staff member requesting access. Please include a check for \$250 made out to the *Colorado Historical Society - OAHP*. The applications are also available at coloradohistory-oahp.org/whatsnew/compass.htm.

A ten-day trial period is available to allow qualified individuals a chance to become familiar with the system. A subscription to use the system beyond the trial period is a nonrefundable annual fee of \$250 per organization. An unlimited number of qualified staff from the organization may enroll under that subscription. The subscription fee is waived for the staff of non-profit and Higher Education organizations.

If you are interested in taking advantage of the trial period please complete the attached *COMPASS: INDIVIDUAL USER APPLICATION AND AGREEMENT*.

Compass: Organizational Registration Application and Agreement

Please complete a *Compass: Organizational Registration Application and Agreement* for each company, institution, or agency requesting access to the Compass system. In addition, attach a completed *Compass: Individual User Application and Agreement* for each individual within the organization who is requesting access to the system. Additional qualified staff may be added under this agreement at any time.

Attach a check made out to COLORADO HISTORICAL SOCIETY - OAHP
for \$250 to cover the annual registration fee.

Organization Name: _____

Mailing Address: _____

Phone: _____ FAX: _____

E-mail: _____

Authorized Organizational Representative: _____

Type of Organization:

Contractor / Consultant _____ State Agency: _____

Non-profit organization* _____ Federal Agency: _____

Educational institution* _____ Other: _____ specify _____

Local Government _____ (no charge for CLGs)

* no annual fee required - only staff and facility may enroll under these organizations

Please list staff members applying for use under this registration agreement (add additional lines if needed). **A completed and signed *Compass: Individual User Application and Agreement* must be submitted for each individual applicant.**

Name

Title

Name

Title

Name

Title

Name

Title

I, the undersigned Authorized Organizational Representative, request registration for use of the Compass computer system. I understand that the following conditions apply:

1. Some of the information contained in this database is confidential and may not be released to unauthorized individuals or organizations. Confidential information includes, but is not limited to, locational information for all archaeological and paleontological sites and locational information on owner-restricted National Register property listings. If there are any questions, please contact OAHP.
2. Each user registered under this agreement will be assigned a login name and password. No user should discuss or divulge his or her login name or password to a third party. Doing so may result in the loss of use privileges.
3. It is the responsibility of the organizational authorized representative to notify OAHP within 15 days when a staff member is no longer employed by the organization.
4. There are no guarantees as to the data's accuracy or completeness, and changes will occur frequently.
5. The absence of information concerning cultural resources in a particular location does not necessarily indicate that none exist in that area. The absence of information concerning cultural resources in a particular location may be due to a lack of survey investigations in that area.
6. Any and all system security violations, whether actual or potential, should be reported immediately to OAHP (Compass@chs.state.co.us).
7. OAHP, its officers and staff, are harmless against any claims by third parties arising out of the use of the data in Compass.
8. Access may be interrupted without warning due to technical difficulties.
9. Information obtained through Compass may be used in lieu of doing a file search through OAHP. Nonetheless, obtaining information on previously recorded cultural resources does not constitute review under Section 106 of the National Historic Preservation Act or the State Register of Historic Properties Act.
10. This agreement, and the associated fee, must be renewed annually. No part of the fee is refundable.
11. OAHP retains the right to change passwords at any time with appropriate notification to the user.
12. This registration is nonexclusive and revocable. The organization applying for registration is responsible for the proper use of Compass by its staff. Failure to comply with the above conditions and those noted on the *Compass: User Application and Agreement* may result in the immediate suspension of all users associated with this organization and may carry implications for agreement renewal.

Signature of the Authorized Organizational Representative

Date

Please mail completed form to: Compass, 1300 Broadway, Denver, CO 80203
Questions or comments may also be e-mailed (Compass@chs.state.co.us).

OAHP Use Only

Date Application Received: _____ Date Approved: _____

Fee required? Yes ____ No ____ Fee received? Yes ____ No ____

Date Account Activated: _____

Compass: Individual User Application and Agreement

Each individual requesting access to the Compass system must complete and submit this form. The individual must be associated with an organization who has a current and approved *Compass: Organizational Registration Application and Agreement* on file at OAHP.

Individual's Name: _____

Associated Organization: _____

Mailing Address: _____

Phone: _____ FAX: _____

E-mail: _____

Preferred password: _____

Must be 7-14 characters, include only letters or numbers, and must start with a letter

Signature of the Authorized Organizational Representative from the *Compass: Organizational Registration Application* approving use of Compass by this person under that organization's registration.

Signature - Authorized Organizational Representative

Date

Type of Access Requested

There are four primary types of data available through Compass: Prehistoric Archaeological, Historic Archaeological, Architectural and Paleontological. Individuals may qualify to access information for one or any combination of these; or may qualify to access all four in a combined search. Below are the general criteria for access to the data. OAHP staff will use this information to help decide which level of access is appropriate for the individual. Additional information or clarification may be requested.

_____ Prehistoric Archaeological (*check all applicable qualifications*)

_____ Listed on a current state or federal cultural resource permit

Provide type and number: _____

_____ Permanent status under Federal Job Series 193

_____ Employed as an archaeologist for a registered non-profit historic preservation organization

_____ Teaches archaeological classes at a college or university

_____ Graduate student with permission from qualifying faculty - access may be for a limited time (attach a written note from faculty member)

_____ Historic Archaeological

- _____ Listed on a current state or federal cultural resource permit
Provide type and number: _____
- _____ Permanent status under Federal Job Series 193
- _____ Has completed professional historic archaeological work in the region within the last three years
- _____ Has completed professional historic and/or architectural work in the region within the last three years and has a specific reason for needing historic archaeological data
- _____ Employed as an archaeologist for a registered non-profit historic preservation organization
- _____ Teaches archaeological classes - or closely related courses - at a college or university
- _____ Graduate student with permission from qualifying faculty - access may be for a limited time (attach a written note from faculty member)

_____ Architectural

_____ Paleontological

- _____ Listed on a current state or federal paleontological or cultural resource permit
Provide type and number: _____
- _____ Permanent status in a Federal job as a paleontologist or Federal Job Series 193
- _____ Employed as a paleontologist or archaeologist for a recognized non-profit museum or historic preservation organization
- _____ Teaches paleontological or archaeological classes at a college or university
- _____ Graduate student with permission from qualifying faculty - access may be for a limited time (attach a written note from faculty member)

_____ All (the four primary data types combined)

- _____ Listed on a current state or federal cultural resource permit
Provide type and number: _____
- _____ Permanent status under federal Job Series 193
- _____ Employed as an archaeologist for a recognized non-profit historic preservation organization
- _____ Teach archaeological classes at a college or university
- _____ Graduate student with permission from qualifying faculty - access may be for a limited time (attach a written note from faculty member)

User Agreement

I request access to the Compass computer system. I have read and agreed to the following conditions:

1. Some of the information contained in this database is confidential and may not be released to unauthorized individuals or organizations. Confidential information includes, but is not limited to, locational information for all archaeological and paleontological sites and locational information on owner-restricted National Register property listings. If there is any question, please contact the landholding agency or the SHPO.
2. I will not discuss or divulge my login name or password to a third party. Doing so may result in the loss of user privileges.
3. I understand that there are no guarantees as to the data's accuracy or completeness and it will be changed frequently. If I find inaccuracies I understand that it is my responsibility to report them to OAHF (Compass@chs.state.co.us).

4. I understand and acknowledge that Compass contains information from archaeological and historic properties that are under the jurisdiction, ownership, or control of other entities, such as state and federal agencies, private individuals, and tribal governments. These properties may be afforded additional levels of legislative protection related to the restrictions on cultural resource information. I agree to use Compass information only in compliance with applicable municipal, county, state, tribal or federal laws and regulations.
5. I understand that I must renew this agreement annually.
6. I understand that access may be interrupted without warning due to technical difficulties.
7. I understand that access to Compass does not constitute permission to enter onto or conduct archaeological investigations on any of the land for which cultural resource records are maintained in the inventory. I further understand that it is my responsibility to obtain permission from the appropriate municipal, county, state, federal, or tribal officials, or private property owners, before instituting any archaeological or cultural resource investigations on, or related to, their lands. Copies of the products of such research should be sent to appropriate officials or landowners, and all permit terms and conditions must be honored.
8. I understand that the absence of information concerning cultural resources in a particular area does not necessarily indicate that none exist. The absence of information concerning cultural resources in a particular location may be due to a lack of survey investigations in that area.
9. I understand that obtaining information on previously recorded cultural resources does not constitute review under Section 106 of the National Historic Preservation Act or the State Register of Historic Properties Act.
10. I agree to indemnify and hold OAHP, its officers and staff, harmless against any claims by third parties arising out of the use of the data in Compass.
11. I understand that, with appropriate notification to the user, OAHP retains the right to change passwords at any time.
12. I realize that failure to comply with the above may result in the immediate suspension of Compass use and may carry implications for renewal of the agreement.

Signature of Applicant

Date

Please mail completed form to: Compass, 1300 Broadway, Denver, CO 80203
Questions or comments may also be e-mailed (Compass@chs.state.co.us).

OAHP Use Only

Date Application Received: _____ Date Approved: _____

Fee required? Yes ____ No ____ Fee received? Yes ____ No ____

Date Account Activated: _____

Appendix II
Dissemination of Information – Access to Site Files
Policy/Procedures
(October 1991)

WHEREAS, Section 106 and 110 of the National Historic Preservation Act set forth a federal policy for the preservation of federally owned or federally impacted sites, structures, and objects of historical, architectural, or archaeological significance; and

WHEREAS, the National Historic Preservation Act requires that information relating to the location or character of historic resources be withheld from disclosure to the public when it is determined that the disclosure of such information may create a substantial risk of harm, theft, or destruction to such resources or to the areas or place where such resources are located; and

WHEREAS, the Archaeological Resources Protection Act requires that information concerning the nature and character of certain archaeological resources not be made available to the public unless the disclosure would further the purposes of the Act and not create a risk of harm to such resources or to the site at which such resources are located; and

WHEREAS, the authority to restrict information about historic and archaeological resources applies to inventories that receive federal assistance under the authority of the National Historical Preservation Act, and such inventories include the survey and inventory data of all State Historic Preservation offices; and

WHEREAS, a statutory objective of the state archaeologist is to preserve archaeological resources; and

WHEREAS, it is a misdemeanor to knowingly appropriate, excavate, injure, or destroy any historical, prehistorical, or archaeological resource on land owned by the state or any county, city and county, city, town, district, or any other political subdivision of the state.

Background

It is in the public interest to protect Colorado's cultural resources. The Office of Archaeology and Historic Preservation (OAHP) recognizes the need for the protection of archaeological sites and is authorized by CRS 24-72-203(1), CRS 24-80-405(2), the Archaeological Resource Protection Act (ARPA) of 1979 (as amended), and National Register Bulletin 29, to restrict access to information concerning the nature and location of archaeological resources. It is the policy of OAHP to protect archaeological resources in Colorado by restricting access to archaeological site information. Although OAHP reserves the right to restrict access to various types of cultural resource data, OAHP also recognizes the need of scholars, researchers, archaeology and history contractors, and other public citizens to have access to these files in order to perform their jobs relating to the identification and protection of cultural resources.

Qualifications for Access

- A. Individuals working as archaeologists on projects meeting at least one of the following criteria may have direct physical access to OAHP records concerning archaeological sites:
1. the project is conducted under a current ARPA or Colorado State archaeological permit or to comply with Section 106 of the National Historic Preservation Act;
 2. the project involves graduate or post-graduate scholarly research;
 3. the project is under the direct supervision of an archaeology professor with a letter from the professor requesting direct access;
 4. the project is being conducted by a public agency or institution charged with protection and preservation of cultural resources.
- B. Other individuals may have indirect access to archaeological site information on file at OAHP in the form of summaries prepared by staff. The type and extent of data available to these individuals is determined on a case-by-case basis. Information concerning the location of an archaeological site will be provided only in some cases. Factors which influence the decision to provide information include:
1. the individual's previous archaeological experience;
 2. the type of project for which the information is being gathered;
 3. the type of information requested; and
 4. proposed uses of the data.

Procedures

Anyone requesting access to OAHP archaeological site information must complete a Site File Search Request Form (Volume II) for each visit. All information on the form must be complete and accurate prior to access to any of the OAHP files. If the individual is not a known qualified file user, the form will be reviewed to assess the need for the information.

Only individuals who qualify under criteria A.1-4 above will be allowed direct access to OAHP archaeological site information files. All other individuals who are granted indirect access to information concerning archaeological sites will have the materials gathered and summarized for them by a staff member. The public is not allowed to browse in the files.

Laws and Citations Concerning Site Information Dissemination

COLORADO STATE LAWS

24-72-203 Public Records Open to Inspection.

- (1) All public records shall be open for inspection by any person at reasonable times, except as provided in this part 2 or as otherwise provided by law, but the official custodian of any public records may make such rules and regulations with reference to the inspection of such records as are reasonably necessary for the protection of such records and the prevention of unnecessary interference with the regular discharge of the duties of the custodian or his office.

24-72-204 Allowance or Denial of Inspection - Grounds - Procedure - Appeal.

- (1) The custodian of any public records shall allow any person the right of inspection of such records or any portion thereof except on one or more of the following grounds or as provided in subsection (2) or (3) of this section:
 - (a) Such inspection would be contrary to any state statute.
 - (b) Such inspection would be contrary to any federal statute or regulation issued thereunder having the force and effect of law.
 - (c) Such inspection is prohibited by rules promulgated by the supreme court or by the order of any court.
- (2) (a) The custodian may deny the right of inspection of the following records, unless otherwise provided by law, on the ground that disclosure to the applicant would be contrary to the public interest.
 - (III) The specific details of bona fide research projects being conducted by a state institution;
 - (b) If the right of inspection of any record falling within any of the classifications listed in this subsection (2) is allowed to any officer or employee of any newspaper, radio station, television station, or other person or agency in the business of public dissemination of news or current events, it shall be allowed to all such news media.
- (3) (a) The custodian shall deny the right of inspection of the following records, unless otherwise provided by law, except that any of the following records, other than letters of reference concerning employment, licensing, or issuance of permits, shall be available to the person in interest under this subsection (3):
 - (IV) Trade secrets, privileged information, and confidential commercial, financial, geological, or geophysical data furnished by or obtained from any person
 - (V) Library and museum material contributed by private persons, to the extent of any limitations placed thereon as conditions of such contributions;

24-80-405 Historical, Prehistorical, and Archaeological Resources

- (2) The duties of the state archaeologist are to fulfill the objectives of this part 4 and, together with other employees of the society, to work for the maximum beneficial conservation of the archaeological resources of the state of Colorado and the acquisition and dissemination of knowledge pertaining to archaeology.

24-80-406

- (2) (a) The investigations, excavations, gatherings, and removals shall be undertaken only for the benefit of reputable museums, universities, colleges, and other recognized scientific or educational institutions, with a view to increasing the knowledge of such resources; and such activities shall be conducted for permanent preservation, either on the site or in museums, open to the public and available to qualified students.

FEDERAL LAWS AND POLICIES

National Historic Preservation Act - Section 304

The head of any federal agency, after consultation with the Secretary of the Interior, shall withhold from disclosure to the public information relating to the location or character of historic resources whenever the head of the agency or the Secretary determines that the disclosure of such information may create a substantial risk of harm, theft, or destruction to such resources or to the area or place where such resources are located.

Archaeological Resources Protection Act 1979 - Section 9(a)

Information concerning the nature and location of any archaeological resource for which the excavation or removal requires a permit or other permission under this Act or any other provision of Federal law may not be made available to the public under subchapter II of Chapter 5 of title 5 of the United States Code or under any other provision of the law unless the Federal land manager concerned determines that such disclosure would further the purposes of this Act or the Act of June 27, 1960 (16 U.S.C. 469-469c) and not create a risk of harm to such resources or to the site at which such resources are located.

Freedom of Information Act - Section 552(b)

This section does not apply to matters that are-

- (3) specifically exempted from disclosure by statute (other than section 552b of this title), provided that such statute
- (A) requires that the matters be withheld from the public in such a manner as to leave no discretion on the issue,
- (B) establishes particular criteria for withholding or refers to particular types of matters to be withheld;

National Register Bulletin 29

The authority to restrict information about historic and archaeological resources applies to inventories that receive Federal assistance under the authority of the NHPA or Executive Order 11593. Such inventories include the survey and inventory data of all State Historic Preservation Offices, Federal agencies, and Certified Local Governments.